



## KNIGHTDALE TOWN COUNCIL MINUTES

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950 Steeple Square Court, Knightdale, North Carolina 27545

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**December 3, 2012**

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

**PRESENT:** Mayor Russell Killen, Mayor Pro Tem Mike Chalk, Councilors Jeff Eddins, Tim Poirier, James Roberson, and Dustin Tripp.

**ABSENT:** No one.

**Staff Members Present:** Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, HR Director/Town Clerk; Jimmy Overton, Finance Director; Chris Hills, Planning Director; Fred Boone, Town Engineer/Public Works Director; Jeff Triezenberg, Senior Planner; Jennifer Currin, Senior Planner; Keith Archambault, IT Administrator; Eric Daniels, Public Safety Officer; Tony Lashley, Police Captain; Tina Cheek, Parks and Recreation Director; Joanna Gombatz, Accounting Operations Manager; Chris Darden, Police Sergeant; Matt Kempinski, Police Corporal; Nathan Gant, Public Safety Officer; Roger Smith, Public Safety Officer.

Meeting called to order by Mayor Killen at 7:01 p.m.

**WELCOME**

Welcome by Mayor Killen.

**INVOCATION**

Invocation given by Councilor Tripp.

**ITEM I. ADOPTION OF AGENDA**

**...Motion by Councilor Eddins to adopt the agenda with the following amendment:**

**Change order of items C and D under Presentations.  
Motion seconded by Councilor Tripp and carried unanimously.**

ITEM II. APPROVAL OF MINUTES

November 5, 2012

**...Motion by Councilor Eddins to approve the minutes of November 5, 2012. Motion seconded by Councilor Poirier and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Ophelia Horton Proclamation

Mayor Killen recognized Ophelia Horton and presented her with a proclamation on the occasion of her 100<sup>th</sup> birthday.

B. Recognition of Officer Eric Daniels

Mayor Killen recognized Public Safety Officer Eric Daniels and presented him with his duty weapon and badge congratulating him on his retirement with 20 years of service to the Town of Knightdale.

C. African American Cultural Festival

Councilor Roberson, on behalf of the African American Cultural Governing Board, presented a plaque to Mayor Killen and the Town for sponsorship of the festival and continued support.

D. Comprehensive Annual Financial Report

Finance Director Jimmy Overton presented the Comprehensive Annual Financial Report.

Emily Mills, Auditor with Joyce and Company CPAs, presented the annual audit report and reviewed scheduled of findings making recommendations for improvement.

ITEM IV. PUBLIC

**Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.**

A. Open to the Public

Theresa Peebles, 309 Dickens Drive, Raleigh, NC, asked for clarity of intended use for Wake Stone property along Forestville Road.

Mayor Killen responded that Wake Stone applied for rezoning of the property in question but withdrew their application.

No one else approached.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

A. Human Rights Proclamation

**Proclaim December 10, 2012 as Human Rights Day and December 10-16, 2012 as Human Rights Week in the Town of Knightdale.**

B. Budget Amendment 2013 04

**Adopt budget amendment 2013 04.**

**...Motion by Councilor Roberson to adopt the consent agenda.  
Motion seconded by Councilor Eddins and carried unanimously.**

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

A. ZTA-6-12 Chapters 18 & 19 Comprehensive Edit

Public hearing opened at 7:36 p.m.

Jeff Triezenberg, Senior Planner, presented a zoning text amendment to comprehensively amend Chapters 18 and 19 of the Unified Development Ordinance concerning violations, penalties, and definitions.

Mr. Triezenberg answered questions from Council and recommended referral of ZTA-6-12 to the December 10, 2012 Land Use Review Board meeting.

No one approached.

**...Motion by Councilor Poirier to close the public hearing at 7:47 p.m.  
and refer ZTA-6-12 to the December 10, 2012 Land Use Review**

**Board meeting. Motion seconded by Councilor Eddins and carried unanimously.**

B. TCA-2-12 Minimum Housing Amendments Chapter 93  
ORD #12-12-03-001

*Removed from agenda at Council's request.*

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

None at this time.

ITEM X. NEW BUSINESS

A. Street Tree Plan  
RES #12-12-03-001

Planning representative Matt Klem presented updates to the Town's current Street Tree Management Plan, answered questions from Council and recommended approval of the proposed resolution to adopt the updated plan.

Town Engineer Fred Boone addressed questions from Council regarding replacement of trees at Knightdale Boulevard and I-540.

**...Motion by Councilor Roberson to adopt Resolution #12-12-03-001 to approve the proposed Street Tree Management Plan update. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

B. Laurel Crossing Street Name  
RES #12-12-03-002

Jennifer Currin, Senior Planner, noted the Laurel Crossing Apartments are currently under construction and requested approval for the proposed street name of Laurel Breeze Drive as submitted by the developer.

**...Motion by Councilor Tripp to adopt Resolution #12-12-03-002 Street Name Approval for Laurel Crossing Apartments. Motion seconded by Councilor Poirier and carried unanimously.**

C. LURB Appearance Committee Awards/Goals  
RES #12-12-03-003

Planner Jennifer Currin presented an overview of a proposed Appearance Awards programs and answered questions from Council.

**...Motion by Councilor Eddins to adopt Resolution #12-12-03-003 to begin the Appearance Awards program in 2013. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

D. Parks & Recreation Facility Bond Election Results  
RES #12-12-03-004

Finance Director Jimmy Overton presented the certified Bond Referendum results provided by the Wake County Board of Elections and a resolution declaring the results for Council consideration.

**...Motion by Mayor Pro Tem Chalk to declare the results of election as certified by Wake County Board of Elections and adopt Resolution #12-12-03-004 prepared by Robinson Bradshaw and Hinson, Bond Attorneys for the Town of Knightdale. Motion seconded by Councilor Eddins and carried unanimously.**

ITEM XI. OTHER BUSINESS

Nothing at this time.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering  
No report.

B. Finance  
No report.

C. Public Safety  
Councilor Eddins noted the retirement reception held this evening in honor of Officer Eric Daniels.

D. Nominating  
No report.

E. Liaison Reports  
No report.

Council commended staff and thanked them for a successful parade.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

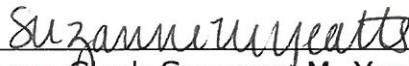
Nothing at this time.

ITEM XIV. ADJOURNMENT

**...Motion by Councilor Eddins to adjourn at 8:06 p.m. Motion seconded by Councilor Poirier and carried unanimously.**



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts